

WETHERSFIELD TOWN HALL / LIBRARY RENOVATIONS BUILDING COMMITTEE

MINUTES – MONDAY November 24, 2008

Chairman Coombs and called the meeting to order at 6:08 PM in Conference Room One.

Present:

Committee Member Name	Present	Absent	Excused
Joseph Coombs, Chairman	X		
Tim Tuell, Vice Chairman	X		
Raymond Grasso	X		
Richard LePore	X		
Luke McEntire	X		
Carmen Pace	X		
Stuart Temple, Clerk Pro Tem	X		
Liaison Present			
Paul Montinieri, Council Liaison	X		
Tony Martino, Staff Liaison	X		
Mike Turner, Staff Liaison	X		
Staff & Guests Present			
Laurel Goodgion, Library Director	X		
Polly Moon, Lib. Board Chairperson	X		
Raymond Tribuzio Project Mgr.	X		

Today is day 558 of the Project

1. Public Comments:

1. None

2. Approval of Minutes:

- A. Minutes of November 10, 2008 Meeting – Motion by Raymond Grasso second by Stuart Temple to approve the minutes. **All but one member voted in favor (Richard LePore abstained).**

3. Items for Discussion:

I. Town Hall / Library Renovations – Phase 2

A. Expenditures

1. True Value Hardware – Invoice 72837 - \$85.24 – Mike Turner advised this is for relocating Cable TV into the basement. Motion made by Raymond Grasso seconded by Stuart Temple to approve payment. **All members voted in favor.**
2. Paine's – Invoice 2452278 - \$61.21 – Motion made by Stuart Temple seconded by Raymond Grasso to approve payment. **All members voted in favor.**

B. Change Orders

1. PCO 41 – Stairwell Fan Coil Units - \$11,240.03 – Stuart Temple asked for a breakdown of Crest Mechanical's work. Mike Turner advised there were two fan coil units, one for each stairwell. Mike also advised that there was piping that had to be redone as Nutmeg had failed to do it and we would be going after them for reimbursement. Motion by Luke McEntire seconded by Carmen Pace to approve this change order. **All members voted in favor.**
2. PCO 42 – Paint Floor at Vault Doors - \$669.68 – Stuart Temple asked did we have to paint because we couldn't carpet? He was advised yes. The carpet was too thick to fit under the doors and keep them from sticking. Motion made by Stuart Temple seconded by Raymond Grasso to approve this change order. **All members voted in favor.**
3. PCO 43 – Removal Asbestos Town Manager's Complex - \$4,118.58 – Raymond Grasso asked where the unit price for the asbestos removal was. Mike Turner advised this is only for the work Kronenberger did to install the new base molding and paint after the asbestos work was completed. The removal costs were lumped under PCO 46R below. Tim Tuell questioned where the budget for this work was. Mike Turner advised he was away when this was discussed by the Committee approved a \$20,000 CCD at the time too have this work

accomplished. The \$7500 for abatement is under PCO 46R and the balance of the costs were under other asbestos work. Motion made by Luke McEntire seconded by Carmen Pace to approve this change order. **All members voted in favor.**

4. PCO 46R – Asbestos Removal Unit Price - \$54,635.00 – Mike Turner advised this is for all the additional asbestos removal work done during the project based on the approved unit price. Raymond Grasso questioned the total. He thought the total was higher. The numbers were rechecked and found to be correct. Motion made by Stuart Temple seconded by Richard LePore to approve this change order. **All members voted in favor.**
5. PCO 50 – Request Additional Supervision - \$40,500.00 – Raymond Tribuzio from Kronenberger presented his case for this PCO. He advised change orders to date increased the work schedule by 177 days but he had only requested 85.5 days of Supervision in those requests. Mr. Tribuzio advised even though he requested 177 days to finish the project he didn't think he would need those total number of days so he eliminated the supervision from his calculation. Now that the project is going to use all those 177 days he is looking to collect on 85.5 days for the extra time he has had to keep his superintendent on the job. He noted that the 85.5 days is only 80% of the approved time (See his November 20th letter to Mike Turner attached to the agenda. Luke McEntire asked Chairman Coombs if he agreed with Mr. Tribuzio's analysis. Chairman Coombs advised he would not comment until he received a written analysis on this from the architect. Tim Tuell advised he is completely surprised by receipt of the PCO. He has repeatedly asked if the extension of time the schedule would present any additional costs and has been told no. Mike Turner advised each PCO approved shows the cost associated with it and additional amount of time which was approved by this Committee on a PCO by PCO basis. Mike Turner advised we received this PCO just before we were ready to publish the agenda packets so we wanted to include it for informational purposes and provide Mr. Tribuzio with the opportunity to state his case to the Committee. Mike Turner handed out a draft memo from him to Chairman Coombs breaking down all the change orders providing data on their status; Supervision Man Hours; Overhead & Profit (KSR); 10% Markup on Subs Work and Additional Days. This letter was e-mailed to Ray Tribuzio and Peter Wells. Chairman Coombs advised after review by the Architect there might be some items we agree to add supervision to and other we do not. At that time we will have to mediate a solution or go to arbitration as stated in the contract. Tim Tuell asked that Peter Wells have his written response to this PCO ready for presentation to this Committee at our next meeting. Motion made by Raymond Grasso seconded by Luke McEntire to table this change order. **All members voted in favor.**

C. Staff Information

1. Job Meeting Minutes – November 5 & 12, 2008 – Motion by Raymond Grasso seconded by Stuart Temple to receive this as information. **All members voted in favor.**

D. Old Business

1. Construction Status – Raymond Tribuzio advised they are finishing up the current project and starting in the Council Chambers. Luke McEntire asked if the contractor's remaining work in the Library is out of the way so the Library shelving can be installed. The shelving is already installed on the mezzanine floor. The remaining shelving will go on the main floor. The HVAC and electrical work will not interfere with the shelving installation. The railing needs to be installed on the

stairs going up to the mezzanine and the Board Room is complete. The job superintendent is using the Board Room as his office as Kronenberger's Trailer will be moved off site prior to the dedication of the revitalization work completed in the front of the building. Mr. Tribuzio talked about the problems with the lights in the Library which are a warrantee issue that he is working with the manufacturer. The motion picture screen was installed today. The window sills still need to be changed at the main entrance to the Library. On the Town Hall side of the Building there are still punch list items that have to be completed. That list is currently being whittled down. Chairman Coombs advised that the carpet has been installed at the north entranceway. All lights are up. Chairman Coombs looked at the new louvers that were received this week. Raymond Tribuzio advised the louvers will be installed as soon as the rental lift arrives on site. Once these louvers are installed the draft and cold room complaints should be eliminated.

NOTE: Raymond Tribuzio left at 6:50 P.M. Below are comments made that apply to Items 2 thru 6. The recommendation being presented to the Committee was to purchase the same chairs for the Council Chambers and Town Hall Meeting Room to provide compatibly and a cost savings. The chair being recommended has a cushioned seat and back while the chair the Laurel Goodgion wants is web and lighter. The difference in weight is five pounds per chair. By purchasing the same chair the cost per chair goes down \$3.00 per chair. The cost of the chair the Library would like is \$30.00 more per chair. Raymond Grasso questioned if the dollies could hold 45 chairs. Tony Martino advised he verified this with the salesperson and the manufacture confirmed the dollies could stack 45 chairs. Where the chairs would probably remain in place in the Council Chambers the dollies could be used by the Library to reduce the number of chairs on each dolly. The number of chairs being ordered for each room is the maximum allowed by the Fire Marshal per code. Laurel Goodgion advised that she really wanted a web chair comparable to what was ordered for the Gilford Library. That chair she advised was 9.5 lbs in weight versus 21.5 lbs for the chair being recommended tonight. (Tony Martino advised that the recommend chair is only 14.5 lbs). Laurel advised she wanted the web chair because her staff would have to move them around and the recommended chair would be too heavy for her staff, mostly female, to lift. She also advised that she doesn't have much storage down there for the chairs. Chairman Coombs advised that the storage room designed and built per the plan was 8 ft by 14 ft which should be large enough to hold all the chairs on dollies. Laurel also advised she was looking for comparable web chairs for the smaller meeting room. Paul Montinieri questioned Laurel and Polly Moon at comments on a previous Library Board Meeting where they advised that there wasn't enough money to furnish everything. Paul advised that he does not want to end up with the same scenario as the Police Station where there would be rooms without furniture. Whether the money comes from Fundraising, Grants or the Bond he wants to be sure all the room are furnished. Next year the Council will be looking at the possibility of a 10% reduction in the budget. He does not want to see the Library coming to Council looking for additional funds to purchase furniture for empty room. Deputy Mayor Montinieri does not want to see us commit an additional \$5,000 to purchase the web chairs and then have the Library coming looking to Council for additional monies to purchase other furniture. Polly Moon advised that the Library does not have the funds to pay the additional \$30 per chair to get the 128 chairs for the Town Hall Meeting Room. They have received money and commitments thru fundraising and grants for

specific furniture needs. Polly Moon will look to see where their funds have been committed and if they have a shortfall. For sure they have funds committed for the Shinn Study and the Teen Area. The grants they received are for items in specific areas.

2. Council Chair Dollies – 3 @ \$212 = \$636 – Motion made by Tim Tuell seconded by Raymond Grasso to approve this purchase. **All members voted in favor.**
3. Council Chamber Chairs – 128 @ \$125 = \$16,000 – The cost for purchasing increases the cost of these chairs to \$128 so 128 @ \$239 = \$16384. Motion made by Tim Tuell seconded by Stuart Temple to approve this purchase. **All members voted in favor.**
4. Councilor Chairs – 12 @ \$654 = \$7848 – Motion made by Tim Tuell seconded by Raymond Grasso to approve this purchase. **All members voted in favor.**
5. Town Hall Meeting Room Chairs – 126 @ 125 = \$15,750. Raymond Grasso made the comment that the difference in costs for the chairs Laurel wants will add \$4100 to the Total Price of both chairs. With this minimal increase we should defer to Laurel's wishes. After much discussion a compromised was made to purchase 100 web chairs at \$175 to stay within budget. Motion made by Tim Tuell seconded by Stuart Temple to approve the purchase of 100 web chairs at \$175. **All members voted in favor.**
6. Town Hall Meeting Room Dollies – 3 @ \$212 = \$636 – Since a different chair was being purchased discussion was held to purchase 4 dollies. Laurel Goodgion had never gotten a price for the dollies. Motion made by Tim Tuell seconded by Raymond Grasso to approve the purchase of dollies up to an amount not to exceed \$700. **All members voted in favor.**

E. New Business

1. None

4. **Next Scheduled Meeting:**

- A. The next regular scheduled meeting will be Monday December 8, 2008 at 6:00 PM in Conference Room One.

Prior to adjourning the meeting Chairman Coombs asked Polly Moon and Laurel Goodgion if they had any questions. No questions.

5. **Adjournment:** Motion made by Richard LePore seconded by Luke McEntire to adjourn. **All members voted in favor.** Meeting adjourned at 7:48 PM.

I hereby certify that the above is a true copy of the minutes approved by the Town Hall Renovations Committee.

Stuart Temple, Clerk